



**City of Hamilton**  
**KEEP HAMILTON CLEAN AND GREEN COMMITTEE**  
**AGENDA**

**Meeting #:** 22-004  
**Date:** April 26, 2022  
**Time:** 5:00 p.m.  
**Location:** YouTube Channel Streaming for Virtual Meetings (due to COVID)  
Due to the COVID-19 and the Closure of City Hall  
All electronic meetings can be viewed at:  
City's YouTube Channel:  
<https://www.youtube.com/user/InsideCityofHamilton>

Whitney Slattery, Clean and Green Coordinator  
(905) 546-2424 ext. 5089

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	<b>Pages</b>
<b>1. APPROVAL OF AGENDA</b> (Added Items, if applicable, will be noted with *)	
<b>2. DECLARATIONS OF INTEREST</b>	
<b>3. APPROVAL OF MINUTES OF PREVIOUS MEETING</b>	
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<b>4. COMMUNICATIONS</b>	
<b>5. DELEGATION REQUESTS</b>	
<b>6. CONSENT ITEMS</b>	
<b>7. PUBLIC HEARINGS / DELEGATIONS</b>	
<b>8. STAFF PRESENTATIONS</b>	
<b>9. DISCUSSION ITEMS</b>	

9.1. Clean and Green Neighbourhood Grant Adjudication and Funding Recommendations

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9.2. Membership with Keep America Beautiful (no copy)

**10. MOTIONS**

**11. NOTICES OF MOTION**

**12. GENERAL INFORMATION / OTHER BUSINESS**

12.1. Staff Update: Team Up to Clean Up Program (no copy)

**13. PRIVATE AND CONFIDENTIAL**

**14. ADJOURNMENT**



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## KEEP HAMILTON CLEAN AND GREEN COMMITTEE

**Meeting #:** 22-002  
**Date:** March 16, 2022  
**Time:** 5:00 p.m.  
**Location:** Due to the COVID-19 and the Closure of City Hall  
Electronic meeting can be viewed at:  
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Present:	Chair:	Brenda Duke
	Vice-Chair:	Heather Donison
	Members:	Jen Baker
		Felicia Van Dyk
		Michelle Tom
		Kerry Jarvi
		Diana Meskaukas

Absent:	Leisha Dawson
	Marisa Di Censo
	Lennox Toppin
	Councilor N. Nann

Also present:	Whitney Slattery, Clean & Green Coordinator, Business Programs
	Florence Pirrera, Project Manager, Business Programs
	Theresa Phair, Community Liaison, Business Programs



## MINUTES

Keep Hamilton Clean & Green Committee  
Tuesday February 15, 2022

**THE KEEP HAMILTON CLEAN & GREEN COMMITTEE PRESENTS THE  
NOVEMBER 16, 2021 MINUTES AND RECOMMENDS THE FOLLOWING:**

**1. APPOINTMENT OF VICE CHAIR**

**Appointment of Chair, Vice-Chair, and Secretary for the Keep Hamilton Clean and Green Committee 2022**

That Heather Donison be appointed Chair of the Keep Hamilton Clean and Green Committee for 2022.

**CARRIED**

**2. CHANGES TO THE AGENDA**

The Staff Liaison advised the Committee that there were no changes to the agenda.

**(Jarvi/Tom)**

That the agenda for the February 15, 2022 meeting of the Hamilton Clean & Green Advisory Committee be approved, as presented.

**CARRIED**

**3. APPROVAL OF MINUTES OF PREVIOUS MEETING (ITEM 4)**

**(i) February 15, 2022 (Item 4.1)**

**(Van Dyk/Jarvi)**

That the Minutes of the February 15, 2022 meeting of the Keep Hamilton Clean and Green Advisory Committee be approved, as presented.

**CARRIED**



## MINUTES

Keep Hamilton Clean & Green Committee  
Tuesday February 15, 2022

**CARRIED**

#### 4. DISCUSSION ITEMS (ITEM 10)

##### (i) **Clean and Green Neighbourhood Grants Process 2022 (Item 10.1)**

Staff Liaison, Whitney Slattery, Clean and Green Coordinator, provided an update on the status of the 2022 Clean and Green Neighbourhood Grant. Submission deadline for 2022 is March 16 at 4:20pm. Staff will conduct a review of all applications for program eligibility and completeness.

Staff asked for three volunteers from the Committee to act as adjudicators. Committee Members, Kerry Jarvi, Jen Baker, and Felisha Van Dyk volunteered to form the Adjudication Working Group.

An orientation meeting for the Working Group will be scheduled by Staff, to review the adjudication process and consensus meeting. Individual adjudication dates and consensus meeting to be determined.

Final adjudication scores and funding recommendations will be presented to the Committee at the April 19, 2022 meeting for discussion and approval.

##### **(Van Dyk/Donison)**

That the information respecting the 2021 Clean and Green Neighbourhood Grant and the selection of the Adjudication Working Group be approved, as presented.

**CARRIED**

##### (ii) **Committee membership and whether a school board representative should be reconsidered as a non-voting member (Item 10.2)**

The Committee discussed the Terms of Reference and agreed that the Committee would like to maintain the relationships with the School Boards, however change their membership to a non-voting status. Motion to



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## MINUTES

Keep Hamilton Clean & Green Committee  
Tuesday February 15, 2022

amend the Committee Terms of Reference to change the School Board Representatives to non-voting status put forward.

**(Donison/Meskaukas)**

That the Terms of Reference of the Keep Hamilton Clean and Green Committee be amended to change the School Board Representatives to non-voting status Committee members.

**CARRIED**

### 5. GENERAL INFORMATION / OTHER BUSINESS (ITEM 13)

**(i) Team Up to Clean Up Staff Update (Item 13.1)**

Staff Liaison, Whitney Slattery, Clean and Green Coordinator, provided an update respecting the relaunch of the Team Up to Clean Up program. Updates communicated include the current website enhancements underway and changes to the process respecting the distribution of supplies.

**(Van Dyk/Tom)**

That the update respecting the relaunch of the Team Up to Clean Up program be received, as presented.

**CARRIED**

**(ii) Keep Hamilton Clean and Green Committee Spring Meeting (Item 13.2)**

Due to staff redeployments and shortages the Committee was unable to hold the January 2022 meeting which set the Clean and Green Neighbourhood Grant cycle back by a full month. Staff Liaison, Whitney Slattery, Clean and Green Coordinator, proposed an additional Committee meeting for April 19, 2022.

**(Meskaukas/Van Dyk)**

That the establishment of an additional Committee meeting to be held on April 19, 2022 be deferred to a future meeting.

**CARRIED**

**(iii) Hamilton Trillium Program Staff Update (13.3)**

*Engaging citizens to take greater responsibility for improving our Hamilton community environments.*



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## MINUTES

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Environmental Services Staff Member, Theresa Phair, Outreach Community Liaison, provided an update on the Trillium Program including the request of Committee Members to participate in helping shape the program and consider acting as a Judge for the 2022 awards.

**(Duke/Donison)**

That the update respecting the Trillium Program, be received.

**CARRIED**

**(iv) Spring Tide Show Staff Update (Item 13.4)**

Environmental Services Staff Member, Florence Pirrera, Outreach Project Manager, provided an update respecting the Spring Tide Show including attendance rates, themes, and features of the 2022 show.

**(Jarvi/Tom)**

That the update respecting the Spring Tide Show, be received.

**CARRIED**

**6. ADJOURNMENT (ITEM 14)**

**(Duke/Van Dyk)**

That, there being no further business, the meeting adjourned at 6:30pm.

Respectfully submitted,

Brenda Duke  
Chair, Keep Hamilton Clean and Green  
Committee

Whitney Slattery  
Clean & Green Coordinator, Business Programs  
Environmental Services Division, Public Works Department



Hamilton

## **MINUTES**

Keep Hamilton Clean & Green Committee  
Tuesday February 15, 2022

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# Clean & Green Neighbourhood Grants

2022 Funding Recommendations

- ❑ Funds available to award in 2022: \$6,000
- ❑ 15 Applications received:
  - 11 Eligible applications; and
  - 4 Ineligible applications based on grant criteria and information completeness
- ❑ All applications were reviewed by City Staff
- ❑ Eligible applications were scored by the Adjudication Working Group
- ❑ Final scores and funding recommendations were decided by the Adjudication Working Group, through a consensus based process
- ❑ Working Group members: Jen Baker, Kerry Jarvi, and Felisha Van Dyk

# Overview

# Beautiful Alleys (on behalf of The Hospital Zoning Steering Committee)

<b>Proposed Initiative:</b>	Beautify a city-owned median by creating a natural meadow of native grasses and plants.
<b>Funding Request:</b>	<b>\$1,000</b>
<b>Consensus Score:</b>	<b>40</b>
<b>Working Group Comments:</b>	<ul style="list-style-type: none"> <li>■ Well-written application</li> <li>■ Many benefits to the community including cleaning up the area and enhancing biodiversity</li> <li>■ Fits well within the City’s Clean and Green Strategy</li> <li>■ Demonstrated support from all stakeholders</li> <li>■ Great communications/promotional plan</li> <li>■ Budget seems somewhat unrealistic given the magnitude of this project; budget did not have a lot of detail</li> <li>■ Specific evaluation measures unclear</li> </ul>
<b>Funding Recommendation:</b>	<b>\$500</b>

# Bonnington Betterment Community

<p><b>Proposed Initiative:</b></p>	<p>Install recycling bins at Richwill Park for plastics, plants, and build pollinator patches, as well as edible food for local food shares.</p>
<p><b>Funding Request:</b></p>	<p><b>\$1,000</b></p>
<p><b>Consensus Score:</b></p>	<p><b>40</b></p>
<p><b>Working Group Comments:</b></p>	<ul style="list-style-type: none"> <li>■ Aligns with all KHGC focus areas</li> <li>■ Project will have positive effect on the environment and enhance biodiversity</li> <li>■ Project plan includes a clear communication plan to generate a high level of community engagement</li> <li>■ Recycling bins will not be approved (maintenance issues)</li> <li>■ Budget seems realistic, however more detail could enhance this application</li> <li>■ Project plan requires further development (more consultation with stakeholders)</li> </ul>
<p><b>Funding Recommendation:</b></p>	<p><b>\$500</b></p>

# Flamborough Food Bank

<b>Proposed Initiative:</b>	Creation of a community garden at the food bank to engage and educate families and teach them to harvest food.
<b>Funding Request:</b>	<b>\$1,000</b>
<b>Consensus Score:</b>	<b>45</b>
<b>Working Group Comments:</b>	<ul style="list-style-type: none"><li>■ Well-written application</li><li>■ Supported by multiple stakeholders</li><li>■ Provide space for the community to enjoy/use the plants</li><li>■ Creation of a pollinator habitat will enhance biodiversity</li><li>■ Demonstrated communication plan</li><li>■ Excellent and valuable resource in the community</li><li>■ Project plan and budget is realistic</li></ul>
<b>Funding Recommendation:</b>	<b>\$1,000</b>

# GALA Parks & Gardens

<b>Proposed Initiative:</b>	Plant bulbs and flowers in the 5 pollinator gardens to make them sustainable. Additionally, the installation of a mural that has been pre-arranged and adding some artwork to another garage door. Additionally, a community celebration with refreshments will be held.
<b>Funding Request:</b>	<b>\$1,000</b>
<b>Consensus Score:</b>	<b>45</b>
<b>Working Group Comments:</b>	<ul style="list-style-type: none"><li>■ Very well put together application</li><li>■ Excellent demonstration of community partnerships and community engagement</li><li>■ Application indicated reasonable success measures</li><li>■ Well developed project plan</li><li>■ Realistic and comprehensive budget</li><li>■ Does not include native species, this could enhance their initiative and application</li></ul>
<b>Funding Recommendation:</b>	<b>\$1,000</b>

# Hamilton Wentworth Green Venture

<p><b>Proposed Initiative:</b></p>	<p><b>Project Description</b>                  To help grow the urban forest canopy equitably across our city in partnership with various stakeholders. The project includes planting 3-5 large size canopy and shade trees at 3 CityHousing Hamilton sites this spring to improve the tree equity distribution in Hamilton while providing shade, air quality and other life improvements to the tenants.</p>
<p><b>Funding Request:</b></p>	<p><b>\$1,000</b></p>
<p><b>Consensus Score:</b></p>	<p><b>45</b></p>
<p><b>Working Group Comments:</b></p>	<ul style="list-style-type: none"> <li>■ Very well put together application</li> <li>■ Engages many stakeholders and community members</li> <li>■ Reasonable performance measures included</li> <li>■ Create shade and enhance biodiversity</li> <li>■ Reasonable budget</li> <li>■ Highly innovative</li> <li>■ Great initiative</li> <li>■ Highly developed project plan</li> </ul>
<p><b>Funding Recommendation:</b></p>	<p><b>\$500</b></p>

# McQuesten Urban Farm

<b>Proposed Initiative:</b>	Host a neighbourhood garbage cleanup and beautification event for neighbours and community partner volunteers.
<b>Funding Request:</b>	<b>\$500</b>
<b>Consensus Score:</b>	<b>45</b>
<b>Working Group Comments:</b>	<ul style="list-style-type: none"><li>■ Well written application</li><li>■ Clear and straight-forward performance measures</li><li>■ Valuable resource in the community</li><li>■ Continues to actively engage citizens</li><li>■ Comprehensive project plan</li><li>■ Detailed budget</li></ul>
<b>Funding Recommendation:</b>	<b>\$500</b>



# New City Church

<b>Proposed Initiative:</b>	To paint a beautiful, large mural that covers one exterior wall of their building. This mural will be a celebration of the unique features of our wonderful city as well as their strategic place in it.
<b>Funding Request:</b>	<b>\$1,000</b>
<b>Consensus Score:</b>	<b>40</b>
<b>Working Group Comments:</b>	<ul style="list-style-type: none"><li>■ Clear alignment to the beautification focus area</li><li>■ Demonstrated need and community support</li><li>■ Low environmental impact, but high for community benefits</li><li>■ Well-developed project plan</li><li>■ Comprehensive communication/promotion plan</li><li>■ Creation of this mural is a good way to help combat graffiti</li></ul>
<b>Funding Recommendation:</b>	<b>\$1,000</b>

# Victoria Garafolo

<b>Proposed Initiative:</b>	Tree planting initiative aiming to distribute 670-100 locally grown saplings to residents of Waterdown, and provide education about how/when/where to plant the trees and how to care for them.
<b>Funding Request:</b>	<b>\$1,000</b>
<b>Consensus Score:</b>	<b>40</b>
<b>Working Group Comments:</b>	<ul style="list-style-type: none"> <li>■ High stewardship focus</li> <li>■ Highly developed communications strategy</li> <li>■ Innovation is demonstrated (great idea for a grassroots initiative)</li> <li>■ Well written application</li> <li>■ Little community/stakeholder support demonstrated, only anticipated support</li> <li>■ Project plan could have included information around sourcing and maintenance</li> <li>■ Budget could have more details on the species of trees</li> </ul>
<b>Funding Recommendation:</b>	<b>\$1,000</b>

# Stefan Spolnik

<b>Proposed Initiative:</b>	Clean a portion of the CN tracks from Wellington Street to Wentworth Street.
<b>Funding Request:</b>	<b>\$1,000</b>
<b>Consensus Score:</b>	<b>25</b>
<b>Working Group Comments:</b>	<ul style="list-style-type: none"><li>■ Good promotional/advertising plan</li><li>■ Great idea, but poor application</li><li>■ Did not demonstrate a clear project plan</li><li>■ Did not demonstrate effective methods for community engagement</li><li>■ Budget lacking key details</li><li>■ Applicant should reapply next year after forming some community partnerships and developing a more detailed project plan</li></ul>
<b>Funding Recommendation:</b>	<b>\$0</b>

# Bogle Bees

<b>Proposed Initiative:</b>	To purchase approximately 60 bee houses to be distributed at no cost to neighbours and host public education event.
<b>Funding Request:</b>	<b>\$1,000</b>
<b>Consensus Score:</b>	<b>25</b>
<b>Working Group Comments:</b>	<ul style="list-style-type: none"><li>■ Good alignment with stewardship focus and engaging the community</li><li>■ No demonstrated support from stakeholders, just anticipated support</li><li>■ Bee houses are not recommended by environmental experts; research in the last few years shows the bee boxes have proved to rapidly spread disease because bees are congregating</li></ul>
<b>Funding Recommendation:</b>	<b>\$0</b>

# Hamilton Conservation Foundation

<b>Proposed Initiative:</b>	<p>To host a community litter cleanup in partnership with the Hamilton Conservation Authority Trans Canada Trail (University Plaza section). The event will also include brush clearing along the path, dead tree removal, path repairs, litter removal, weed whipping and clearing trail entrances and refreshments for volunteers.</p>
<b>Funding Request:</b>	<p style="text-align: center;"><b>\$1,000</b></p>
<b>Consensus Score:</b>	<p style="text-align: center;"><b>30</b></p>
<b>Working Group Comments:</b>	<ul style="list-style-type: none"> <li>■ Has support of stakeholders and community</li> <li>■ Good performance measures indicated</li> <li>■ Clear communications and promotions strategy</li> <li>■ Project plan could be more comprehensive</li> <li>■ Aligned with the City's Clean and Green Strategy</li> </ul>
<b>Funding Recommendation:</b>	<p style="text-align: center;"><b>\$0</b></p>

# Summary

	Applicants	Project/Initiative	Ward(s)	Category
1	Beautiful Alleys & The Hospital Zoning Steering Committee	Beautification of Traffic Median	3	Litter, Illegal Dumping, Beautification, Environmental Stewardship
2	Bonnington Betterment Community	Pollinator Patch and Community Garden	8	Litter, Beautification, Environmental Stewardship
3	Flamborough Food Bank	Community Garden	12	Beautification, Environmental Stewardship
4	GALA Parks and Gardens	Pollinator Garden & Art Installation	8	Beautification, Environmental Stewardship
5	Hamilton Wentworth Green Venture	Building Hamilton's Urban Tree Canopy	Various	Beautification, Environmental Stewardship
6	McQuesten Urban Farm	Cleanup and Beautification Event	4	Litter, Beautification, Environmental Stewardship

# Summary

	Applicants	Project/Initiative	Ward(s)	Category
7	New City Church	Beautification of Traffic Median	2	Beautification, Environmental Stewardship
8	Victoria Garofalo	Neighbourhood Tree Giveaway and Education Event	15	Beautification, Environmental Stewardship
9	Stefan Spolnik	Cleanup Event	3	Litter, Illegal Dumping, Environmental Stewardship
10	Bogle Bees	Bee House Giveaway	15	Environmental Stewardship
11	Hamilton Conservation Foundation	Cleanup Event	13	Litter, Beautification, Environmental Stewardship

# Summary

Applicant	Funding Rec.
Beautiful Alleys' (on behalf of the Hospital Zoning Committee)	\$500
Bonnington Betterment Community	\$500
Flamborough Food Bank	\$1,000
GALA Parks and Gardens	\$1,000
HW Green Venture	\$500
McQuesten Urban Farms	\$500
New City Church	\$1,000
Victoria Garofalo	\$1,000
Stefan Spolnik	\$0
Hamilton Conservation Foundation	\$0
Bogle Bees	\$0
<b>TOTAL</b>	<b>\$6,000</b>



# Next Steps

KHCG Committee to review and discuss the Working Group's funding recommendations.

Committee to vote on a motion for each application (to approve or not approve the Working Group's recommendations).

Once the Committee has voted and approved all funding recommendations, Staff will notify all applicants and distribute funds to successful applicants.

Committee Members to engage with program applicants, visit project sites and attend events, if and where possible.

# Lessons Learned

## General Comments:

- Review eligible vs. ineligible projects (what projects fall out of the scope of this program)
- Review guidelines to allow for flexibility with timeframes (ex. Next grant cycle 2023/2024; like school years)
- Discuss returning applicants
- Look at adding a new category for 'reduce and reuse'
- Clear indications in grant application of supplies available through TUTCU
- Add contacts to the application respecting departmental permissions

# Thank you

